



# Department of Defense DIRECTIVE

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AD-A270 219

November 5, 1990  
NUMBER 3025.14



ASD(FM&P)

SUBJECT: Protection and Evacuation of U.S. Citizens and Designated Aliens in Danger Areas Abroad (Short Title: Noncombatant Evacuation Operations)

- References:
- (a) DoD Directive 5100.51, "Protection and Evacuation of U.S. Citizens and Certain Designated Aliens in Danger Areas Abroad (Short Title: Noncombatant Evacuation)," October 11, 1966 (hereby canceled)
  - (b) "State-Defense Statement on Protection and Evacuation of U.S. Citizens and Certain Designated Aliens Abroad," July 8, 1980
  - (c) Executive Order 12656, "Assignment of Emergency Preparedness Responsibilities," November 18, 1988
  - (d) Title 31, United States Code, Section 1535
  - (e) through (q), see enclosure 1

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## A. PURPOSE

This Directive:

1. Replaces reference (a).
2. Updates policies, responsibilities, and procedures for the protection and evacuation of U.S. citizens and designated aliens in danger areas abroad, and assigns responsibilities for noncombatant evacuation operations (NEO) planning and implementation.

## B. APPLICABILITY

This Directive applies to the Office of the Secretary of Defense (OSD); the Military Departments; the Chairman, Joint Chiefs of Staff and Joint Staff; the Unified and Specified Commands; the Defense Agencies; and the Coast Guard when operating under the Department of the Navy by agreement with the Secretary of Transportation (hereafter referred to collectively as "DoD Components").

## C. DEFINITIONS

Terms used in this Directive are defined in enclosure 2.

## D. POLICY

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1. In the event of imminent or actual hostilities or civil disturbances overseas, the Department of Defense is primarily responsible for the protection and evacuation of U.S. citizen noncombatants at the U.S. Naval Base, Guantanamo, Cuba. In addition, subject to reimbursement by the Department of State (DoS) (see subsection E.3., below), the Department of Defense shall also assist, as militarily feasible, in implementing DoS evacuation decisions and supporting DoS objectives to:

- a. Protect U.S. citizens abroad.
- b. Reduce to a minimum the number of U.S. citizens at risk.
- c. Reduce to a minimum the number of U.S. citizens in combat areas so as not to impair the combat effectiveness of military forces.

2. The Chief of Diplomatic Mission or Principal Officer of the DoS is the lead Federal official for the protection and evacuation of all U.S. noncombatants, including DoD dependents, except for Defense Attache Systems personnel and Defense Intelligence Agency (DIA) Liaison Offices. The authority of the Chief of Diplomatic Mission or Principal Officer, DoS, to order evacuation does not extend to military personnel of the Armed Forces except as agreed upon between the DoS and the Department of Defense. If additional exceptions are desired, they should be recommended through established regional liaison group channels for consideration by the Washington Liaison Group (WLG) and resolution by the DoS and Department of Defense, in accordance with the State-Defense Statement (reference (b)). (See definition 9 in enclosure 2.)

3. As specified in E.O. 12656 (reference (c)), the Secretary of Defense shall advise and assist the Secretary of State and the heads of other Federal Departments and Agencies, as appropriate, in planning for the protection, evacuation, and repatriation of U.S. citizens in overseas areas.

4. Under emergency conditions, the Department of Health and Human Services (DHHS) is the lead Federal Agency for the reception of all evacuees in the United States and their onward movement. Under less-than-emergency conditions, and if requested by the DoS, the DHHS shall provide support for non-DoD evacuees. Each Federal Agency is ultimately accountable for assistance to its own noncombatant personnel.

5. The Department of the Army is the DoD Executive Agent for repatriation of DoD noncombatants. When requested, the Army shall also provide repatriation services to non-DoD personnel. Headquarters (HQ) U.S. Forces Command and HQ Western Command are the Army's Executive Agents for executing repatriation operations.

## E. RESPONSIBILITIES

1. The Assistant Secretary of Defense (Force Management and Personnel) (ASD(FM&P)) shall:

a. As NEO coordinator for the Secretary of Defense within the Department of Defense, oversee the NEO provisions of this Directive.

b. Appoint the OSD member of the WLG to oversee DoD responsibilities for NEO as outlined in the State-Defense Statement (reference (b)), and coordinate participation and the position of DoD attendees at WLG meetings.

c. After coordination with the DoS, advise the Secretaries of the Military Departments; the Commanders in Chief (CINCs); the Chairman, Joint Chiefs of Staff (CJCS); and appropriate DoD Components, to suspend, if required, the forward movement of DoD noncombatants to any danger area abroad.

d. Ensure procedures for evacuation of noncombatants are followed to include reimbursement of expenses for the DoD noncombatants and uniformity among the Military Departments regarding entitlements for per diem travel and transportation allowances, as outlined in section F., below.

e. Ensure, when practical, provisions are made by the appropriate DoD Components for the resolution of personal financial obligations by evacuees to local nationals that might go unsettled as a result of evacuation.

f. Monitor, through the Department of the Army, the movement, location, and welfare of all noncombatants from the evacuation area, to include return to their duty station, return to the United States, and onward movement to their final destination.

g. When the situation permits, and after coordinating with the CJCS and DoS, authorize the appropriate DoD Components to return evacuated DoD noncombatants to their sponsor's duty location or to the duty location from which they were evacuated.

h. Ensure a current agreement exists with the DoS detailing DoD responsibilities in noncombatant evacuation operations.

2. The Under Secretary of Defense for Policy (USD(P)), in conjunction with the Assistant Secretary of Defense (Force Management and Personnel) (ASD(FM&P)), shall work closely with the DoS on NEO policy matters, including assessing political-military implications of an evacuation order, determining potential danger areas, keeping the members of the WLG informed of actions requiring restriction of forward movement of DoD noncombatants, and

providing guidance for military assistance for protection or evacuation.

3. The Comptroller of the Department of Defense (C, DoD) shall complete financial arrangements with the DoS and issue instructions to the DoD Components for obtaining reimbursement under 31 U.S.C. 1535 (reference (d)), for the costs of protecting and evacuating personnel for whom the Department of Defense is not responsible. Under this criterion, the expense of evacuating noncombatant U.S. citizens from the U.S. Naval Base, Guantanamo, Cuba (see subsection D.1., above) would be that of the Department of Defense. When the DoS incurs expenses for personnel for whom the Department of Defense is responsible, the C, DoD, shall complete arrangements for the reimbursement of such costs.

4. The Assistant Secretary of Defense (Public Affairs) (ASD(PA)) shall provide guidance to all DoD Components regarding release of information on DoD participation in protection and evacuation operations, and ensure coordination with other Federal Agencies as appropriate.

5. The Chairman, Joint Chiefs of Staff (CJCS), shall:

a. When authorized by the Secretary of Defense, coordinate the deployment and employment of U.S. forces in support of noncombatant operations.

b. Appoint the CJCS representative of the WLG to coordinate the execution of NEO responsibilities outlined in the State-Defense Statement (reference (b)).

c. Monitor Commanders of Unified and Specified Commands and the Military Services' participation in the protection and evacuation of noncombatants.

d. Recommend to the Secretary of Defense transportation movement priorities and the use of the U.S. Transportation Command (USTRANSCOM) to provide the appropriate transportation resources in support of DoS requests.

e. As a member of the WLG, coordinate with the DoS, OSD, Commanders of Unified and Specified Commands, and the Services, as required, in the recommended designation of safehavens.

f. When conditions of potential hazard warrant, recommend to the ASD(FM&P) that the movement of DoD noncombatants into countries or areas be suspended.

g. Periodically evaluate overseas command procedures for noncombatant evacuation operations, particularly during scheduled CJCS exercises.

h. Perform appropriate tasks identified under "Commanders of Unified Commands", consistent with applicable law, for those areas where no Unified Command has responsibility.

6. The Secretary of the Army shall:

a. Appoint the Army member of the WLG to coordinate the execution of NEO responsibilities outlined in the State-Defense Statement (reference (b)).

b. Act as the designated DoD Executive Agent for repatriation planning and operations, and coordinate within the Department of Defense and other Federal Agencies as well as State and local agencies, as needed, in planning for the reception in the United States and onward movement of DoD dependents, non-essential DoD civilians, U.S. nationals, and designated aliens evacuated from overseas areas.

c. Establish and operate a Joint Reception Coordination Center (JRCC) to assume the responsibility outlined in paragraph E.6.b., above. (See definition 3 in enclosure 2.)

d. Manage all of the DoD noncombatants' needs as specified in the Joint Plan for DoD Noncombatant Repatriation (reference (e)) upon arrival to a safehaven location.

7. The Secretary of the Navy shall:

a. Appoint the Navy and Marine Corps members of the WLG to coordinate the execution of NEO responsibilities outlined in reference (b).

b. Provide for the designation and training of port liaison officers.

c. In accordance with the mission and priorities assigned by the USTRANSCOM, provide military sea transportation for the evacuation of noncombatants, as required.

d. Provide augmentation support to the JRCC, when requested, including appropriate Marine Corps and, if transferred to Navy operational control, Coast Guard resources.

e. Monitor all Department of the Navy (DoN) noncombatants when evacuated to a safehaven.

8. The Secretary of the Air Force shall:

a. Appoint the Air Force member of the WLG to coordinate the execution of NEO responsibilities outlined in reference (b).

b. Through the Military Airlift Command (MAC), as the air component of USTRANSCOM, provide air transportation, including theater, strategic, and intra-Continental United States

(CONUS) as well as aeromedical evacuation to support medical NEO (MEDNEO) requirements.

c. Provide augmentation support to the JRCC, when requested.

d. Monitor all Department of the Air Force noncombatants when evacuated to a safehaven.

9. The Commanders of the Unified and Specified Commands shall:

a. Prepare and maintain plans for assisting the DoS in the protection and evacuation of U.S. noncombatants abroad.

b. Prepare and maintain plans for the protection and evacuation of U.S. noncombatants abroad for whom the Department of Defense is responsible, in accordance with the State-Defense Statement (reference (b)).

c. Cooperate with the Chief(s) of Diplomatic Missions and Principal Officer(s) in the preparation of consular and/or embassy emergency action and evacuation plans.

d. Appoint the military members to the regional liaison groups. The WLG in its additional role as a regional liaison group for Canada, Caribbean, and unassigned areas shall include membership from the Commander in Chief, Atlantic Command (USCIN-CLANT), along with the Commander in Chief, Forces Command (USCINCFORSCOM), as required. (See definition 9 in enclosure 2.)

e. Examine all DoS emergency action plans for countries and consular districts in their area of responsibility or for areas where they might logically participate in noncombatant operations to determine if the following criteria are complied with:

(1) Adequate provisions are made for the protection and evacuation of all DoD noncombatants and, when appropriate, military personnel.

(2) Assumptions based on the use of DoD resources are militarily acceptable and in accordance with reference (b).

(3) References to U.S. military facilities are accurate.

(4) Plans provide required information should assistance by the U.S. military be requested.

(5) Plans are properly distributed to subordinate and adjacent military commands.

(6) Plans are reviewed annually and periodically evaluated for procedures and effectiveness.

f. Provide guidance to the military members of the local Emergency Action Committees regarding the inclusion of military personnel in consular embassy plans. (See definition 1 in enclosure 2.)

g. Ensure plans are prepared, as appropriate, for evacuation of military personnel not included in consular and/or embassy plans, and that these plans also include identification of emergency-essential civilians operating in support combat units who will not be evacuated.

h. When conditions of potential hazard warrant, recommend to the CJCS that the movement of DoD noncombatants into countries or areas be suspended. Also, recommend evacuation of DoD non-combatants if conditions warrant.

i. If time prevents communication with the Departments of State or Defense and upon request of the Chief of Diplomatic Mission, provide such assistance as is feasible for the protection and evacuation of U.S. noncombatants. If timely communication with the Chief of Diplomatic Mission is not possible, the U.S. military commander shall take the proper action.

j. Provide, upon request, updated noncombatant population statistics for areas in which the Department of Defense is responsible, through the regional liaison group, to the WLG.

k. Upon completion of an evacuation involving DoD resources or personnel, provide the CJCS with an after-action report containing a summary of the activities and, as appropriate, recommendations for improving future operations.

#### F. PROCEDURES

1. Evacuation of DoD noncombatants defined in item 4 of enclosure 2 shall generally correspond to protection and evacuation plans established by the DoS as follows:

a. Travel Advisory Issued. When political or military actions within a country create a potentially dangerous situation for non-combatants, the DoS may issue a travel advisory to that location.

b. Standfast. All noncombatants are required to remain in place and take appropriate precautions to limit exposure since immediate movement will involve unacceptable risks.

c. Authorized Departure. Departure of noncombatants, including command-sponsored military dependents, nonessential DoD civilians and their families, families of essential DoD civilians, and Department of Defense Dependents Schools (DoDDS) staff

and/or faculty to an announced safehaven is encouraged and authorized at Government expense, with return also at Government expense.

d. Stop Movement. If the DoS announces an authorized departure, the Department of Defense issues a stop forward movement of military dependents, nonessential DoD civilians and their families, families of essential DoD civilians, and DoDDS staff and/or faculty.

e. Ordered Departure. Departure directed by the DoS to designated safehavens with implementation of the theater CINC NEO plan.

2. Reimbursement of members under paragraphs F.1.c. and d., above, shall be in accordance with appropriate provisions of the JFTR (reference (f)) and the JTR (reference (g)) to include:

a. Military Dependents. Provisions of 37 U.S.C. 405a (reference (h)) apply.

(1) Chapter 6 of the JFTR (reference (f)) prescribes evacuation allowances for travel, transportation of household goods and privately owned vehicles, station allowances, per diem, family separation and dislocation allowances, and pay advances.

(2) DoD Directive 1315.7 (reference (i)) outlines provisions for the early return of dependents.

b. Civilian Employees and Dependents. Provisions of 5 U.S.C. 5522-5527 (reference (j)) apply.

(1) Chapter 12 of the JTR (reference (g)) contains payment authority for evacuation and adverse condition travel, and Chapter 11 of reference (g) provides for emergency storage of privately owned motor vehicles.

(2) Standardized Regulations, Chapter 600, Section 260 issued by the DoS (reference (k)); Chapter 171 of FPM Supplement 990-2, Book 550 (reference (l)); DoD 1400.25-M, CPM Chapter 592, Subchapter 6 (reference (m)); and DoD Instruction 1400.11 (reference (n)) apply to evacuation in foreign countries, as well as any territory or possession of the United States.

(3) Provisions for job placement of DoD civilian employees in an evacuation are outlined in the Deputy Assistant Secretary of Defense (Civilian Personnel Policy) Memorandum (reference (o)) and in the DoD Priority Placement Program (PPP), in accordance with DoD 1400.20-1-M (reference (p)).

(4) Emergency-essential civilian employees shall comply with DoD Directive 1404.10 (reference (q)).



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3. The preferred method of moving noncombatants requiring medical care to safehavens or other destinations will be through the aeromedical evacuation system when airlift is available, conditions are suitable, and unless medically contraindicated.

G. CHAIN OF COMMAND

Nothing in this directive alters or otherwise affects the chain of command established by the Constitution and laws of the United States for the direction and control of the United States Armed Forces.

H. INFORMATION REQUIREMENTS

The reporting requirements contained in paragraphs E.9.j. and k., above, have been assigned Report Control Symbols RCS DD-FM&P(AR)1819 and RCS DD-FM&P(AR)1820.

I. EFFECTIVE DATE AND IMPLEMENTATION

This Directive is effective immediately. The Military Departments shall forward two copies of implementing documents to the Assistant Secretary of Defense (Force Management and Personnel) within 120 days.



Donald J. Atwood  
Deputy Secretary of Defense

Enclosures - 2

1. References
2. Definitions

REFERENCES, continued

- (e) Joint Plan for DoD Noncombatant Repatriation (Non-emergency), September 11, 1986
- (f) Joint Federal Travel Regulations (JFTR), Volume 1, "Uniformed Service Members," current edition
- (g) Joint Travel Regulations (JTR), Volume 2, "Department of Defense Civilian Personnel," current edition
- (h) Title 37, United States Code, Section 405a
- (i) DoD Directive 1315.7, "Military Personnel Assignments," January 9, 1987
- (j) Title 5, United States Code, Sections 5522-5527
- (k) Standardized Regulations (Government Civilians, Foreign Areas), Chapter 600, Section 260 issued by Department of State, April 2, 1961, as amended
- (l) Federal Personnel Manual (FPM), Supplement 990-2, Book 550, Chapter 171, issued by Office of Personnel Management (OPM), October 24, 1972, as amended
- (m) DoD 1400.25-M, "Civilian Personnel Manual (CPM)," July 1978, authorized by DoD Directive 1400.25, January 24, 1978
- (n) DoD Instruction 1400.11, "Payments to Civilian Employees and Their Dependents During an Evacuation," February 8, 1980
- (o) Deputy Assistant Secretary of Defense (Civilian Personnel Policy) Memorandum, "Evacuation Procedures--DoD Civilian Employees, Foreign Areas," January 23, 1980
- (p) DoD 1400.20-1-M, "DoD Program for Stability of Civilian Employment," April 1988, authorized by DoD Directive 1400.20, June 16, 1981
- (q) DoD Directive 1404.10, "Retention of Emergency-Essential (E-E) DoD Civilian Employees Overseas," May 31, 1985

### DEFINITIONS

1. Aeromedical Evacuation. The movement of patients under medical supervision by air transportation.
2. Emergency Action Committee. An organization established at a Foreign Service post by the Chief of Mission (i.e. Ambassador) or principal officer (i.e., Consul General) for the purpose of planning and coordinating the post's response to contingencies, to include the post's emergency action plan. This committee is normally comprised of representatives of each Federal and Foreign Affairs agency present at post or under the authority of the Chief of Mission or principal officer, but normally includes the Defense Attache and/or the Chief of the Military Mission.
3. Evacuation. The ordered or authorized departure of noncombatants from a specific area by the DoS, the Department of Defense, or the appropriate U.S. military commander. This refers to the movement from one area to another in the same or different countries. The evacuation is caused by unusual or emergency circumstances and applies equally to command- or noncommand-sponsored dependents.
4. Joint Reception Coordination Center (JRCC). Established by the Department of the Army as the designated DoD Executive Agent for the repatriation of DoD noncombatants, with the assistance of other Military Departments and DoD Agencies. The JRCC ensures that DoD personnel and noncombatants receive adequate assistance and support for an orderly and expedient debarkation, movement to final destination in the United States, and appropriate follow-on assistance at the final destination. The JRCC is also responsible for keeping not only the Defense establishment but all Federal Agencies informed about the evacuation and repatriation operation.
5. Noncombatants
  - a. U.S. citizens who may be ORDERED to evacuate by competent authority include:
    - (1) Civilian employees of all Agencies of the U.S. Government and their dependents, except as noted in subparagraph 5.b.(1), below.
    - (2) Military personnel of the U.S. Armed Forces specifically designated for evacuation as noncombatants.
    - (3) Dependents of members of the U. S. Armed Forces.

b. U.S. (and non-U.S.) citizens who may be AUTHORIZED or ASSISTED in evacuation (but not necessarily ordered to evacuate) by competent authority include:

(1) Civilian employees of U.S. Government Agencies and their dependents, who are residents in the country concerned on their own volition, but express the willingness to be evacuated.

(2) Private U.S. citizens and their dependents.

(3) Military personnel and dependents of members of the U.S. Armed Forces outlined in subparagraph 5.a.(3), above, short of an ORDERED evacuation.

(4) Designated aliens, including dependents of persons listed in paragraph 5.a., above, as prescribed by the DoS.

6. Noncombatant Evacuation Operations (NEO). Operations directed by the DoS, the Department of Defense, or other appropriate authority whereby noncombatants are evacuated from areas of danger overseas to safehavens or to the United States.

7. Regional Liaison Groups. Joint monitoring bodies established by the DoS with representation from the Department of Defense to ensure in-country coordination of noncombatant emergency and evacuation planning by their Departments. They provide advice and guidance to diplomatic and consultant posts and military commands in their areas by providing liaison between the WLG and the posts, ensuring coordination exists between the various posts and military commands, assisting posts and commands in planning for evacuation and/or protection of U.S. citizens and certain designated aliens in case of emergency, reviewing and approving emergency evacuation plans, and forwarding approved plans to the DoS for review and distribution.

8. Repatriation. The procedure whereby American citizens and their families are officially processed back into the United States subsequent to an evacuation. Evacuees are also provided various services to ensure their well-being and onward movement to their final destination.

9. Safehavens. Designated area(s) to which noncombatants under the U.S. Government's responsibility may be evacuated during an emergency. A location within or outside the United States to which noncombatants are authorized to travel for the purpose of temporarily remaining there until they are authorized to return to the location from which evacuated, or until they are authorized to travel to their final destination. Safehavens are normally designated by the DoS, in coordination with the Department of Defense.

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10. Washington Liaison Group (WLG). A joint monitoring body established and chaired by the DoS, with representation from the Department of Defense. The WLG ensures coordination by appropriate U.S. Government Agencies at the national level for all non-combatant emergency evacuation planning and implementation. The WLG coordinates with the regional liaison group ensuring in-country support of the noncombatant emergency and evacuation plan.

# DEPARTMENT OF DEFENSE

## DIRECTIVES SYSTEM TRANSMITTAL

Final  
675-6711

NUMBER	DATE	DISTRIBUTION
3025.14, Change 1	August 15, 1991	3000 Series

### ATTACHMENTS

None

### INSTRUCTIONS FOR RECIPIENTS

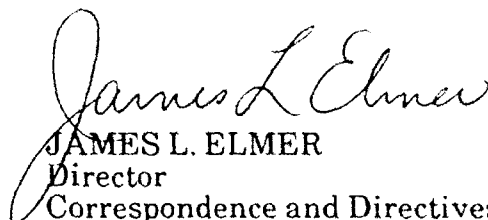
The following pen change to DoD Directive 3025.14, "Protection and Evacuation of U.S. Citizens and Designated Aliens in Danger Areas Abroad (Short Title: Noncombatant Evacuation Operations)," November 5, 1990, is authorized:

#### PEN CHANGE

Page 5, subsection E.6. add "e. Ensure that valid personnel data is collected on evacuees. This is done by the completion of DD Form 2585, "Repatriation Processing Center Processing Sheet," by each evacuee."

#### EFFECTIVE DATE

The above change is effective immediately.

  
JAMES L. ELMER  
Director  
Correspondence and Directives

WHEN PRESCRIBED ACTION HAS BEEN TAKEN, THIS TRANSMITTAL SHOULD BE FILED WITH THE BASIC DOCUMENT

# DEPARTMENT OF DEFENSE

## DIRECTIVES SYSTEM TRANSMITTAL

NUMBER	DATE	DISTRIBUTION
3025.14, Change 2	July 13, 1992	3000 Series

### ATTACHMENTS

None

### INSTRUCTIONS FOR RECIPIENTS

The following pen changes to DoD Directive 3025.14, "Protection and Evacuation of U.S. Citizens and Designated Aliens in Danger Areas Abroad (Short Title: Noncombatant Evacuation Operations)," November 5, 1990, are authorized:

### PEN CHANGES

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##### Section H.

Line 1. Change "contained in paragraphs E.9.j. and k., above," to "prescribed in this Directive"

Line 2. Delete "RCS", insert ",", after 1819, and delete "and RCS"

Line 3. Delete the period at the end of the sentence and insert ", and DD-FM&P (AR) 1885."

#### Page 1-1

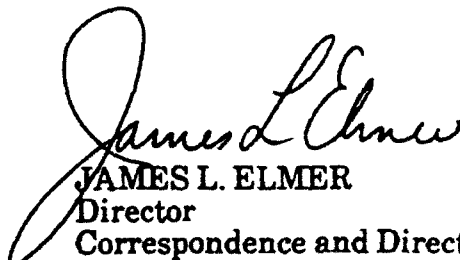
##### Reference (q).

Line 1. Delete "Retention of" and insert "U.S. Citizen" after DoD

Line 2. Change "May 31, 1985" to "April 6, 1990"

### EFFECTIVE DATE

The above changes are effective immediately.

  
JAMES L. ELMER  
Director  
Correspondence and Directives

WHEN PRESCRIBED ACTION HAS BEEN TAKEN, THIS TRANSMITTAL SHOULD BE FILED WITH THE BASIC DOCUMENT